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IA 9 Tasked Agencies	
Primary Agencies	Fire Department
Supporting Agencies	Police Department Public Works Administration

1 Description

The City of McMinnville has the potential to experience both large structural and urban/wildland interface fires. Such fires may arise as isolated incidents, or they may be caused by other emergencies such as earthquakes. In addition, they may be complicated by the presence of hazardous materials or extreme weather conditions. This plan shall provide information and guidance in the event of a second alarm fire, or greater.

2 Fire Response Planning

Planning and preparedness for structural and wildland interface fire in all phases of emergency management is the responsibility of the McMinnville Fire Department. City Departments are responsible for planning to maintain their own operations and services during fire incidents and for supporting the Fire Department as requested.

Duties and responsibilities listed under the EOC checklist are the responsibility of the McMinnville Fire Department (MFD) unless the EOC staffing pattern, as described in the Basic Plan, is activated. The MFD is also responsible for coordinating the biannual review of this document with the Emergency Management Coordinator.

2.1 Suppression Assistance

Additional resources that may be required for a large fire may be obtained through automatic aid or mutual aid agreements. These agreements are developed and maintained by the MFD. Extremely large incidents, or incidents which involve more than one fire burning at a time, may require the implementation of the State Conflagration Act, as outlined in the Oregon State Fire Service Plan.

2.1.1 Mutual Aid Cooperators

- The MFD has mutual aid agreements with all fire agencies (structural and wildland) in Yamhill County.
- Yamhill County Defense District Fire Service Plan.
- State Conflagration Act

Should the Department exhaust its local capability to respond to a large fire(s), the Department may request that the State Conflagration Act be invoked. This is done by requesting that the County District Chief (the Fire Defense Board elected Chief) contact the State Fire Marshal who, in

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turn, requests authorization from the Governor to implement the Emergency Conflagration Act. If the Conflagration Act is invoked, the State reimburses fire agencies providing aid for suppression costs incurred after invocation.

■ Wildland Fire Agencies

The Oregon Department of Forestry is a signatory to the Yamhill County Mutual Aid agreement. The MFD is the local responder to that agreement and may be contacted directly.

The Yamhill Communications Agency (YCOM) is the appropriate contact point to request assistance from the MFD.

The Northwest Interagency Coordination Center provides centralized coordination for all wildland agency fire resources in Washington and Oregon. Resources available through wildland agencies include aerial retardants, communications equipment, engines, infrared detection and trained crews and ICS overhead personnel. McMinnville Fire Department, as a local fire agency, can not request resources directly from the Northwest Interagency Coordination Center. All requests for such resources must be placed with Oregon Department of Forestry, which will then forward the request if the Oregon Department of Forestry is unable to accommodate the request itself.

2.2 Fire Weather

Timely and accurate weather forecasting is vital to fire suppression efforts. During the summer months, the National Weather Service provides detailed daily fire weather forecasts to wildland fire agencies. In addition, the National Weather Service can provide special, incident-specific weather forecasts or on-site forecasting to assist fire personnel. When requesting a special weather forecast, be ready to provide information requested on the Special Weather Forecast form.

3 Instructions to the Public

The MFD is responsible for the timely issuance of fire warnings and information to the public and for the notification of appropriate City management (as determined by the City). In the event of an evacuation, warning may be delegated to the Police Department as part of the evacuation process. In the event of a natural or technological disaster that could increase the chances of fire, or during periods of extremely hot, dry, and windy weather, additional public information briefings may be conducted.

4 Emergency Service Actions

In addition to the activities and responsibilities identified in the Basic Plan, the following are checklists of tasks that may need to be performed in preparation for,

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response to, and recovery from a major structural or wildland fire emergency. They should not be considered all-inclusive; some emergencies will not require that all tasks be accomplished, while others will require tasks that are not listed. The checklists are divided according to City department and EOC staff.

4.1 Fire Department

4.1.1 Warning

- ___1. Assess staffing during periods of increased risk, as necessary.
- ___2. Review status and location of equipment and other essential supplies (wildfire).
- ___3. Determine the fire readiness of vehicles and equipment. Provide wildland equipment, hose, protective clothing, etc., as necessary (wildfire).
- ___4. Consider activation of volunteers.
- ___5. Provide and/or review wildland suppression training for Department personnel.
- ___6. Alert field personnel, fire stations, and appropriate City staff of extreme fire conditions. Consider providing daily weather briefings during periods of extreme fire danger.

4.1.2 Impact

- ___1. Assume incident command.
- ___2. Assess the fire situation. Obtain information such as current wind direction and speed (if appropriate), resources committed and available, etc.
- ___3. Notify the police of fire emergency (if they have not already been contacted).
- ___4. Consider activation of an Overhead Team.
- ___5. Establish containment and control for the fire according to Department standard operating procedures (SOPs).
- ___6. The Public Information Officer (PIO) will contact the City of McMinnville Emergency Management Coordinator.
- ___7. Establish and maintain up-to-date information on access routes. Request the assistance of the Police and Public Works in establishing and maintaining access and evacuation routes. Utilize appropriate routes as conditions change. Keep other departments and agencies informed of route changes.

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- ___ 8. Consider activation of the EOC (if it is not activated).
- ___ 9. Consider the implementation of the Yamhill County Fire Defense District Fire Service Plan.
- ___ 10. Consider requesting invocation of the Conflagration Act.
- ___ 11. Establish and maintain contact with the National Weather Service to ensure adequate forecasting support. Ensure that on-scene personnel receive weather information on a timely basis.
- ___ 12. Provide public information and direction in coordination with other responding City departments.
- ___ 13. Coordinate scene control with the Police department. Allow no one in the fire hazard area except authorized emergency personnel and properly escorted press.
- ___ 14. Request assistance, as needed, from McMinnville Water and Light to maintain adequate water pressure.

4.1.3 Recovery

- ___ 1. Release excess personnel and equipment.
- ___ 2. Complete rehabilitation and salvage operations.
- ___ 3. Provide fire investigation. Coordinate with the Police, if appropriate.

4.2 Police Department**4.2.1 Warning**

- ___ 1. Upon receipt of warning (or upon notification that an incident has occurred without warning), assess staffing.
- ___ 2. Alert field units.

4.2.2 Impact

- ___ 1. Establish contact with the Incident Commander (IC).
- ___ 2. Coordinate scene and traffic control plans with McMinnville Fire Department. Limit travel into the fire area as necessary. Cordon off hazardous areas as necessary. Re-route traffic as necessary. Keep the public and other departments informed.
- ___ 3. Coordinate alert and warning and evacuation planning with the MFD and the PIO.

4.3 Public Works

4.3.1 Warning

- ___1. Upon receipt of warning, determine severities and probabilities involved. Assist in alerting staff as requested.

4.3.2 Impact

- ___1. Establish contact with the IC.
- ___2. Assist the MFD and Police in planning evacuation and access routes, traffic and scene control, and other activities as requested.

4.4 City Manager

4.4.1 Impact

- ___1. Consider activating the EOC.
- ___2. Consider assuming City-wide Incident Command.
- ___3. Assess the need to declare an emergency.
- ___4. Keep the Mayor and City Council apprised of emergency.

4.5 Incident Command

All tasks listed below remain the responsibility of MFD unless the EOC staffing pattern is activated.

4.5.1 Command

- ___1. If conditions warrant, request activation (through County Fire Chief) of the State Conflagration Act.

For more detailed instructions for the Command staff, see the Basic Plan.

4.5.2 Operations Section

- ___1. Deploy resources to meet the defined incident strategy. Contain and control fire, protect exposures, perform rescue, etc. according to SOPs.
- ___2. Establish and maintain coordination among response agencies, including Police, Public Works, and assisting/cooperating agencies.
- ___3. Consider the need to activate additional operational branches such as Medical, Law Enforcement, Public Works, and Air Operations.

For more detailed instructions for Public Works, see the Basic Plan.

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4.5.3 Planning Section

- ___1. Assess the fire situation, including determination of affected areas. Obtain information such as current weather, fire behavior, etc. Ensure that the Operations Section receives timely fire weather and behavior information.
- ___2. Alert the PIO and IC of facilities at risk (exposures) from the fire. Assist in the determination of areas that should be evacuated or alerted to the incident.
- ___3. With the assistance of the Law Enforcement and Public Works Branches, develop and maintain up-to-date information on conditions of access and evacuation routes, fire damage, and the status of suppression and relief efforts.
- ___4. In the case of a wildland fire, consider activating appropriate technical specialists such as Fire Behavior Officer, Wildland Safety Officer and wildland experienced Command and Operations staff.

For more detailed instructions for Planning, see the Basic Plan.

4.5.4 Logistics

- ___1. In the case of a wildland fire, consider the need for specialized resources such as: appropriate protective clothing (nomex), additional brush tools, trombone pumps, wildland hose, fire shelters, etc.
- ___2. In the case of a wildland fire, consider requesting Logistics staff with wildland experience (from Oregon Department of Forestry and the United States Forest Service for example).

For more detailed instructions for Logistics, see the Basic Plan.

4.5.5 Finance

- ___1. If the Conflagration Act is activated, review procedures for cost tracking and possible reimbursement.

5 Appendices

- None at this time.

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